GOOGLE MEET/HANGOUT
Etiquette Guide

A SUGGESTED GUIDE FOR STUDENTS

MUTING
When you enter the Meet/Hangout, mute yourself (If you are already not muted.)

QUESTIONS
When you have a question, type in the textbox and wait for your teacher to call on you.

CONTRIBUTING
When you have something to contribute to what is being said, but it is not your turn, use the chat feature in the right-hand corner.

YOUR TURN
Wait for the teacher to call on you to unmute yourself. Only one student should contribute/talk at a time.

WHERE TO LOOK!
Look into the camera when you are talking.

STAY ATTENTIVE
Pay attention to your teacher or other students who are speaking.

Feel free to use, edit, share, or whatever you see fit to help yourself or others!
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